

CHAPTER 17

ISSUES TO AND RECEIPTS FROM MAINTENANCE ACTIVITIES

SECTION I - GENERAL

217101 - PURPOSE

This chapter prescribes uniform procedures for the following:

- a. Issue of Condition D, F, and G end items to DoD maintenance activities for repair, and return of completed items to applicable distribution activities.
- b. Issue of Condition G end items to distribution activities and return of completed end items to depot stocks.
- c. Issues to a commercial facility for repair and return to depot stocks.
- d. Issue of Repair Parts/Components.

217102 - SCOPE

These procedures are applicable to Directorate of Supply Operations (DSO), Office of Data Systems (ODS), Office of Comptroller (Compt), Directorate of Technical Operations (DTP) and Directorate of Contracting and Production (DP&P).

217103 - POLICY

- a. Condition D, F, and G items shipped to distribution activities, DoD maintenance activities/commercial facilities will be dropped from inventory records and appropriate end items will be established due-in.
- b. (DLA Form 531) Project Orders, will be initiated by DSCs for repair/completion of condition D, F and G materiel by distribution/DoD maintenance activities. The project order number will be cited in pos. 54-56 of all documents related to repair/completion actions. The first part of the Project Order Number (pos. 54) will always be numeric 7 or 8.
- c. Contractual documents will be initiated for repair by a commercial facility. For control purposes, Repair Directive Numbers will be entered in pos. 54-56 of documents utilized for issue of materiel to commercial facilities, pos. 54 will always be numeric 7 or 8.
- d. DSCs will contact distribution activities to verify quantities of Condition D, F, and G items prior to initiating action for repair by commercial facilities.

e. Items scheduled for repair will be recorded in the NIR under Purpose Code F.

f. Project orders and MROs will not be initiated for repair of Condition E materiel since such materiel will be processed and reported to the DSC IAW the provisions of DLAM 4140.2, Volume I, Chapter 3 or 5, as appropriate.

g. DSCs will develop a maintenance workload program in accordance with provisions of DLAM 4151.1, Maintenance Management Manual, to assure coordination of new or amended Interservice Support Agreements with DoD maintenance activities.

h. All shipments and receipts, including repair parts issued on a nonreimbursable basis, will be identified in transaction records to permit posting to appropriate financial ledger accounts.

i. Due to the limited storage space available at DoD maintenance activities, DSO will ensure that repair directives for issue of Condition D, F, or G materiel to DoD maintenance activities are initiated not more than 15 days prior to the FY quarter that item is scheduled for repair.

217104 - RESPONSIBILITIES

a. DSO is responsible for the following:

(1) Review of DD Form 1225 submitted by distribution activities reflecting items which have been classified as Condition D, F, or G.

(2) Determination of whether or not items will be repaired/completed.

(3) Initiation of project orders for scheduling repair actions.

(4) Coordination with DP&P when items are to be repaired by commercial facilities.

(5) Initiation of repair directives for directing issue of Condition D, F, and G items.

(6) Furnishing disposition instructions for unused repair parts generated during repair/completion actions.

(7) Maintenance of project order suspense files and initiation of followup when required.

(8) Forecasting workloads IAW provisions of DLAM 4715.1, Volume I, Part 1, Chapter 34.

b. The Office of Comptroller is responsible for providing funds to be utilized for repair actions.

c. DTO is responsible for furnishing technical advice to DSO based upon review of DD Form 1225 and project orders involving repair actions and establishment and maintenance of criteria for reparable coding.

d. DP&P is responsible for initiation of contractual documents involving repair by commercial facilities.

e. ODS is responsible for providing ADP service IAW prescribed programs.

SECTION II - PROCEDURES

217201 - GENERAL

a. The distribution activities will apprise the DSC of all items classified as Condition D, F, or G through normal receipt or adjustment action.

b. Subsequent to reporting Condition D, F, or G items to the DSC, the distribution activity will submit DD Form 1225 IAW provisions of DLAM 4140.2, Volume I, Chapter 3 or 5, as appropriate. DD Form 1225 will include the following information:

(1) Extent of repair required.

(2) Identification of Condition G items which can be completed by the distribution depot and list of repair parts or components required.

(3) Estimated cost to repair/complete Condition D, F, and G items.

c. DSO, in coordination with DTO, will review DD Form 1225 to determine items and quantities to be repaired/completed and returned to stock for support of system requirements.

217202 - RECORDING OF ITEMS SCHEDULED FOR REPAIR

a. A Recommended Repair Document (DIC ZGS) appendix B-141, will be computer prepared and forwarded to DSO. The purpose of this card is to recommend unscheduled/unserviceable Condition D, F, and G stock for repair. The Recommended Repair Document will be processed by DSO IAW the provisions of chapter 3.

b. Based upon approval by DSO, ODS will mechanically transfer the quantity approved for repair to Purpose Code F. Subsequent issues to repairing activities will be dropped from Purpose Code F.

c. In the event that it is determined that Condition D, F, or G items will be scheduled for repair prior to receipt of Recommended Repair Documents, DSO will initiate a purpose code transfer IAW chapter 5 to transfer quantities to Purpose Code F.

217203 - PROCESSING PROJECT ORDERS

DSO will initiate Project Orders when it is determined that repair/completion of items will be accomplished by DoD maintenance activities or distribution depots. The Project Orders will be prepared and processed IAW instructions contained in appendix E-258 P.

217204 - REPAIR BY COMMERCIAL FACILITY

a. DSO will prepare and submit to DP&P a request for contractual services when it is determined that repair by a commercial facility is required. The format and contents of such request will be mutually agreed upon by DSO and DP&P as prescribed in appendix E-530 P and DLAM 4715.1, Volume I, Part 1, Chapter 2.

b. DP&P will furnish a copy of the Award Document to DSO for initiating shipping action and establishment of dues-in.

217205 - PROCESSING ISSUES FOR REPAIR BY DISTRIBUTION/DoD MAINTENANCE ACTIVITIES

a. DSO will prepare and submit to ODS a requisition, DIC AO_ (appendix B-4), as prescribed in appendix E-505 P for issue of end items to distribution/DoD maintenance activities.

(1) Annotate exception data on exception MROs received from ODS and mail to distribution depot.

(2) Establish due-in, prepared IAW appendix B-42 using DIC DFM.

b. ODS will process the A0_ document card as follows (see appendix D-228):

(1) Record document in RCSF.

(2) Perform validation checks and create appendix B-66, F-117, or F-122 listings when invalid data is detected.

(3) Produce appendix F-132 report, if entire quantity is not recorded as available for issue from specified location, purpose, and condition codes. Clear RCSF.

(4) Forward violation cards/listings and appendix F-132 reports to DSO for appropriate action.

(5) Process as follows when stock is recorded under specified location, purpose, and condition:

(a) Produce D7M issue transaction to update NIR.

(b) Produce MRO DIC A5A or A5E to be forwarded to distribution depot entered in pos. 78-80 of input document. Transceive A5A documents to depot. Forward exception MROs (A5E) to DSO.

(c) Process Due-In document to record due-in to activity entered in pos. 74-76 of input document.

(d) Produce PMRD (DIC DWM) (appendix B-19) to be forwarded to activity entered in pos. 74-76 of input document.

217206 - PROCESSING ISSUES FOR REPAIR BY COMMERCIAL FACILITIES

a. DP&P will furnish a copy of Award Documents to DSO involving Condition D, F, or G items to be repaired by commercial facilities. Upon receipt of the award document, DSO will prepare and submit the following documents to ODS:

(1) Appendix B-4, requisition (DIC A0_) to be utilized for issue of end items to a commercial facility (see appendix E-505 P).

(2) Appendix B-41, Due-In Transaction (DIC DDM) to establish due-in from commercial repair IAW chapter 40.

b. ODS will process the requisition as follows:

(1) Record document in RCSF.

(2) Perform validation checks and create appendix B-65, F-122, or F-117 listings when invalid data is detected.

(3) Produce appendix F-132 report if entire quantity is not recorded as available for issue from specified location, purpose, and condition codes. Clear RCSF.

(4) Forward Violation Listings and appendix F-132 Reports to DSO for appropriate action.

(5) Process as follows when stock is recorded under specified location, purpose, and condition:

(a) Produce D7M issue transaction to update NIR.

(b) Produce MRO, DIC A5A to distribution activity.

(c) Produce MRO, DIC A5E, and forward to DSO for application of exception data.

c. ODS will process the Due-In Transaction, DIC DDM, IAW the provisions of chapter 40.

217207 - PROCESSING CANCELLATION AND DENIALS (DICs AC_ AND A6_)

a. In the event it is determined that a repair directive should be canceled and confirmation of shipment has not been received, the DSO will submit to ODS a cancellation request document (DIC AC_) in the format of appendix B-17.

b. ODS will process the cancellation request IAW the provisions of chapter 4.

c. Materiel Release Denials/Adjustments received from distribution activities will be mechanically processed by ODS. Quantities previously established as due-in from repairing activities will be mechanically

adjusted when appropriate. Denials involving issue of items to repairing activities will not be reinstated by ODS.

d. ODS will produce and forward a listing (appendix F-113) to the DSO reflecting Materiel Release Denials/Adjustments submitted by distribution activities.

e. DSO will review the appendix F-113 listing and take the following action when required:

(1) If item was previously reported on DD Form 1225, request verification from applicable distribution activity.

(2) Initiate amendment to project orders/contractual documents.

(3) Initiate cancellation of repair parts/components related to end items denied by distribution activities.

f. In the event that the shipment cannot be canceled, DSO will furnish disposition instructions to the repairing activity.

217208 - ISSUE OF REPAIR PARTS/COMPONENTS

a. Repair Parts/Components authorized for issue on a nonreimbursable basis will be issued to Government repairing activities and commercial contractors utilizing the A0_ requisition.

b. Repair Parts/Components to be issued on a reimbursable basis will be requisitioned by repairing activities through normal requisitioning procedures.

217209 - PROCESSING RECEIPTS FROM REPAIR

MRCs involving receipt of materiel from repairing activities will be processed IAW provisions of chapters 3 and 40.

217210 - DISPOSAL OF MATERIEL FOUND TO BE UNSERVICEABLE, UNECONOMICALLY REPARABLE

During repair operations:

a. DoD repairing activities will notify the DSC of amendments required to Project Orders resulting from discovery of unserviceable, uneconomically reparable items during repair operations. Subsequent to such notification, the repairing activities will prepare and submit to the DSC a Materiel Receipt Document, DIC D6M, as prescribed in DLAM 4140.2, Volume I, Appendix B-45, for items shipped to the PDO.

b. In the event that materiel receipt documents of this nature are mailed to the DSC, the DSO will ensure that the documents are forwarded to ODS for processing as prescribed in chapter 40. In addition, DSO will initiate amendments required to Project Orders.

217211 - DISPOSITION OF UNUSED REPAIR PARTS

The DSO will furnish disposition instructions to repairing activities (Government and commercial) for unused repair parts/components generated during repair actions and reported to the DSC. The DSO will establish dues-in for items directed to be returned to stock. Dues-in will be established IAW provisions of chapter 40.

SECTION III - REPORTS

217301 - REPORTING OF STATUS/LOSSES OF ITEMS UNDERGOING REPAIR

a. DoD repairing activities will notify the DSC whenever a change in data occurs, resulting from repair operations between receipt of repair directive and completion of project, using DLA Form 768a, Production Control Item Status Feeder Data, reference DLAM 4715.1, Volume I, Part 1, Chapter 5. The Materiel Support Branch, DSO is responsible for initial review of the information received, and coordination with Commodity Branches, when required.

b. The notification will be prepared, in triplicate, with heading indicating either STATUS or LOSSES. Two copies will be forwarded to the DSC and one is retained by the repairing activity.

c. The REMARKS column will be used to reflect status/losses and other pertinent information.

d. The notification will contain individual item data, identified to the applicable directive (Project Order) number assigned by the DSC for unserviceable materiel, shortage discovered during repair operations, and items lost in processing.

e. DSOs will utilize this notification to adjust due-in and accountable records for items lost, financial records, plan placement of future directive actions, evaluate status of work being performed by the repairing activity. When required, adjustments to due-in records will be initiated by preparation of a Due-In Reversal Document, IAW appendix B-41 or B-42, as applicable, or by preparation of a Materiel Receipt Document, DIC D6M, with Condition Code H (unserviceable) and Management Code M (transferred to PDO), IAW appendix B-21.

f. DSOs will retain DLA Form 768a with Project Order (DLA Form 531) until project is completed. Subsequent to completion of repair actions, the forms will be destroyed under current records disposition procedures.